

**CITY OF DEXTER**  
**FARMERS MARKET & COMMUNITY GARDEN OVERSIGHT COMMITTEE REGULAR MEETING**  
***Tuesday, July 19, 2016 @ 5:30 PM***

**Location: City Offices, 8123 Main Street**  
**PNC Bank, Second Floor – Enter at rear door**

**A G E N D A**

- 1. CALL TO ORDER**
- 2. ROLL CALL**

Carol Jones	Mary Ellen Miller
Martin Ruhlig	Mark Olexa
Jeffrey Peters	Julie Knight – Ex Officio
Quaila Pant	
- 3. APPROVAL OF THE MINUTES – May 17, 2016**
- 4. APPROVAL OF AGENDA**
- 5. CITIZENS WISHING TO ADDRESS THE COMMITTEE**
- 6. VENDOR REPORT**
- 7. STAFF REPORT**
- 8. COMMUNITY GARDEN BUSINESS**
- 9. NEW BUSINESS**
  - A. Discussion of: Market Screening
  - B. Discussion of: Market Entertainment
- 10. OLD BUSINESS**
- 11. CITIZENS WISHING TO ADDRESS THE COMMITTEE**
- 12. ADJOURNMENT**

**CITY OF DEXTER  
FARMERS MARKET AND COMMUNITY GARDEN OVERSIGHT COMMITTEE REGULAR MEETING  
MINUTES  
TUESDAY, MAY 17, 2016**

The regular meeting of the City of Dexter Farmers Market and Community Garden Oversight Commission was called to order at 5:35 pm at the City Offices, 8123 Main Street.

**ROLL CALL**

**Present:** Jeff Peters, Mark Olexa, Carol Jones, and Julie Knight

**Absent:** Mary-Ellen Miller, Martin Ruhlig, and Quaila Pant

Other Present: Brenda Tuscano, Farmers Market Manager; Justin Breyer, Assistant to the City Manager;

**APPROVAL OF THE MINUTES – MARCH 15, 2016**

Motion by Jones, Seconded by Knight to approve the minutes from April 21, 2016.

Motion Adopted

**APPROVAL OF THE AGENDA**

Motion by Knight, Seconded by Olexa to approve the agenda as presented.

Motion Adopted

**CITIZENS WISHING TO ADDRESS THE COMMISSION**

None

**COMMUNITY GARDEN BUSINESS**

None

**VENDOR REPORT**

Jeff Peters reported that things are slow at the Market because it has been cold. The traffic at the first day of the Market was o.k., he reported that he saw a lot of regulars. He had radishes, rhubarb, and asparagus.

**STAFF REPORT**

None

**NEW BUSINESS**

**A. DISCUSSION OF: MISSION STATEMENT**

Brenda Tuscano presented a draft mission statement, which the Committee reviewed. The Committee discussed the mission statement and provided feedback. It was recommended that staff look at the mission statements of other markets.

## **B. DISCUSSION OF: MARKET IMPROVEMENTS**

The Committee discussed City Council's feedback regarding the market improvements agenda item that was presented at the last Council meeting. The Committee discussed adjusting the recommendation to City Council to include the following items:

- Painting the wrought iron signage two colors instead of three to match the Farmers market logo;
- Replace the top brackets with folding D-brackets, reducing the cost of the project;
- Purchase 6 tarps;
- Move a picnic table to the Market;

## **OLD BUSINESS**

None

## **COMMITTEE COMMENTS**

None

## **PROPOSED BUSINESS FOR FUTURE MEETINGS**

Tuesday artisan market

## **CITIZENS WISHING TO ADDRESS THE COMMISSION**

None

## **ADJOURNMENT**

Motion by Jones, support Knight to adjourn at 6:30 pm

Motion Carried



CITY OF DEXTER  
FARMERS MARKET AND COMMUNITY GARDEN  
OVERSIGHT COMMITTEE

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614  
www.dextermi.gov

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**MEMORANDUM**

TO: Justin Breyer and the Farmers Market/Community Garden Oversight Committee  
FROM: Brenda Tuscano, Market Manager  
RE: REPORT  
DATE: July 14, 2016

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Below is a summary of the history and action taken by City Council regarding the recommendations from the Farmers Market/Community Garden Oversight Committee:

On **May 9, 2016**, the City Council Considered the Recommendation from the Farmers Market/Community Garden Oversight Committee for Improvements to the Farmers Market. A motion was made to postpone action on the recommendation from the Farmers Market/Community Garden Oversight Committee for improvements to the Farmers Market until a future date.

The Farmers Market and Oversight Committee met on **May 17** and discussed City Council's comments regarding their previous recommendation. The Committee's follow-up to Council's comments were:

- Trip Hazard - In order to reduce the trip hazard the City should place two small D-brackets on the market poles, one at the top and one at the bottom, and order wider mesh tarps 6' X 20" to connect the tarps only to the D-brackets on the poles. The wider mesh tarps would remove space between the tarp and the pole, requiring patrons to enter the Market area either through one of the three primary entrances, or through an area where a tarp has not been set-up. This re-routing in addition to the removal of the toe-catch in the concrete eliminates any potential trip hazard. As an added benefit, the D-brackets are significantly cheaper than the previously proposed bracket type.
- Benches/Picnic Table - Eliminate consideration of the purchase of benches and instead utilize an existing City picnic table. Place the picnic table at the top of the stairs near the north end of the market.
- Signage - The Committee reiterated its desire to have the wrought iron signage painted and that it does not currently serve as a visual cue for the Market. It was the consensus of the Committee that is important for signage to be noticeable enough to draw attention to the Market. The Committee felt that, should it be more palatable to City Council, the number of colors used in painting the sign could be reduced to two (from three) - red for the letters and yellow for the sun. Pictures of outdoor signage from other Farmers Markets were included for reference.

The revised cost estimates for the items under consideration are:

- 1) Painting the wrought iron signage = \$60

- 2) 12 D-brackets = \$60
- 3) 6 shade tarps (6' x 20') = \$300
- 4) Storage Shed = \$360

#### Suggested Motion

##### *Option 1 – With Painting the Wrought Iron Signage*

The suggested motion from the Farmers Market and Community Garden Oversight Committee for City Council is to (approve/deny) 1) the painting of three wrought iron Farmers Market signs attached to the Farmers Market structure (in two/three colors); 2) the installation of D-brackets and the purchase of six sun screens; 3) the purchase of a storage shed for the Farmers Market, in an amount not to exceed \$850.

##### *Option 2 – Without Painting the Wrought Iron Signage*

The alternative motion from the Farmers Market and Community Garden Oversight Committee for City Council is to (approve/deny) 1) the installation of D-brackets and the purchase of six sun screens; 2) the purchase of a storage shed for the Farmers Market, in an amount not to exceed \$800.

On June 27, 2016, Jeff Peters, Chair of the Oversight Committee, Justin Breyer, Assistant to City Manager and Brenda Tuscano, Market Manager presented the revised plan to the City Council regarding improvements to the Farmers Market.

The City Council's discussion and consideration of the Farmers Market Improvements were as follows:

1<sup>st</sup> Motion Knight; support Michels based on a recommendation from the Farmers Market and Community Garden Oversight Committee to approve 1) the painting of three wrought iron Farmers market signs attached to the Farmers Market structure in two colors; 2) the installation of D-brackets and the purchase of six sun screens; and 3) the purchase of a storage shed for the Farmers Market of a total not to exceed \$850.

Ayes: Michels, Carson and Knight

Nays: Smith, Tell, Fisher and Keough

**Motion fails 4 to 3**

2<sup>nd</sup> Motion Tell; support Smith to approve the purchase of a storage shed for the Farmers Market in an amount not to exceed \$400.

Ayes: Smith, Tell, Carson, Fisher, Knight, Michels and Keough

Nays: None

**Motion carries**

3<sup>rd</sup> Motion Fisher; support Smith for the Farmers Market and Community Garden Oversight Committee to bring back to Council other options for means of shading the Market.

Ayes: Tell, Carson, Fisher, Knight, Michels, Smith and Keough

Nays: None

**Motion carries**

The Oversight Committee can discuss further options for sun screens however, it may be more cost effective for vendors to provide their own shade at the market, allowing for all available funds to be used for better marketing strategies.

Thank you,  
Brenda Tuscano  
Market Manager